



Community Development Department

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Date: February 23, 2015 **ITEM 5.2**

To: Redevelopment Authority Citizens Committee
Meeting of March 2, 2015

From: Lee Plemel, Community Development Director

Subject: Discussion regarding changing the RACC regular meeting schedule from once a month to meeting at least quarterly, provided that Redevelopment staff, the chair, or majority of the committee may call special meetings in any month, as necessary to address RACC business matters.

Recommended Motion:

I move to adopt a policy that RACC will meet at least quarterly, provided that Redevelopment staff, the chair, or majority of the committee may call special meetings in any month, as necessary to address RACC business matters.

Discussion:

RACC is currently scheduled to meet monthly. However, meetings have frequently been canceled because there are no matters in any given month for RACC to take action on. Also, even when staff gets direction from RACC for future agenda items, it often takes more than a month to prepare the agenda item.

The RACC chair has recommended that RACC discuss a policy that would provide for at least quarterly meetings, with meetings held in between those dates as needed. Staff supports this concept. With Special Event Funding applications due in April and the RACC scheduled to review them in May each year, it is recommended to use the May meeting as the basis for the schedule. A budget presentation is also typically given to RACC at its May meeting.

The following regular schedule of RACC meetings is recommended for each year:

February
May
August
November

Meetings for other items at the direction of the Board of Supervisors or for other specific projects, such as review of Downtown Project in 2015, could be scheduled during other months, as necessary.

If you have any questions regarding this item, please contact Lee Plemel at 283-7075 or lplemel@carson.org.